



PLANNING/PERMITS AND INSPECTIONS DIVISION

1522 Texas Parkway

Missouri City, Texas 77459

Phone: 281-403-8600 / Fax: 281-261-4382 / 281-403-8983

(Residential)

(Commercial)



☐ **Residential**

☐ **Commercial**

(** Please select the appropriate category for the project you are applying. **)

Heating, Air Conditioning, Mechanical, Refrigeration, Boiler Permit Application

Date: _____ Job Address: _____

Owner/General Contractor: _____ Phone Number: _____

Company Name: _____

Company Address: _____

Company Contact/Phone Number _____

Email Address: _____

Type Of Work: (please Circle) New Addition Alteration Repair Misc.

Description of Work: _____

Type of System	Quantity	Tonnage/Each Unit	Amount
Permit Application Fee \$15.00			
Air Conditioning Units Only \$30.00			
Heating Unit Only - \$30.00 Minimum per unit			
Combined Heating and Air Conditioning System – Minimum \$30.00 plus \$3.00 per ton			
Clothes Dryer Vent - \$5.00			
Evaporator Coil & Drains \$15.00			
Residential Exhaust Fan - \$5.00			
Fire Dampers - \$10.00			
Duct System Only- \$20.00 plus \$2.00 per outlet			
Refrigeration – Minimum \$25.00 per unit plus \$3.00 per HP			
Boilers – Minimum for 5 HP/ \$25.00 per unit plus \$3.00 per added HP			
New Cooling Tower Installation - \$100.00 each plus \$1.00 per ton			
Cooling Tower Replacement - \$100.00 each			
Chiller Replacement - \$100.00 each plus \$1.00 per ton			
Commercial Vent Hood \$50.00 Minimum per unit			
VAV, Mix Boxes \$15.00 each			
Commercial Ventilating Equipment or Fans \$20.00 each			

This is to certify that I, the contractor being issued this permit to do the necessary air conditioning, heating, refrigeration, mechanical, boiler work will comply with the Regulations and Ordinances of the City of Missouri City, and all the work will be done in a workmanlike manner.

X _____
Contractor of Authorized Agent

Permit #: _____ PSR: _____ Total: \$ _____

Registration

All General and Sub-Contractors must be registered to work in the City of Missouri City. The contractor shall provide the City with a current State Master license, \$100,000 minimum general liability insurance certificate and a current State approved id. Registrations are annual and will expire at midnight June 30th of each year.

Revocation/Suspension of Registration

1. The contractor fails to finalize permits by obtaining required approved Inspections.
2. The Contractor allows use or occupancy of a structure for which a permit was obtained without first obtaining the required authorization.
3. The Building Official, has found the contractor to be grossly negligent in the performance of his/her work. For purposes of this Section, a contractor may be found to have acted in a grossly manner if such contractor has received six (6) Inspection reports for city code violations and if such violations occurred in the last twelve (12) months.
4. Expiration, suspension, revocation of required license, bond or insurance.

Double Fee

With respect to the mechanical permit where work is started or proceeded with prior to obtaining the applicable permit, the fees specified will be doubled. Such doubled fees shall not relieve any person from fully complying with the requirements in the execution neither of the work nor from any other penalties prescribed in the code.

Re-inspection Fees

In case it becomes necessary to make a re-inspection of a heating, ventilation, air conditioning, or refrigeration system, or boiler installation, the installer of such equipment shall pay a re-inspection fee. Fees are as follows.

- 1st Re-inspection fee \$25.00
- 2nd Re-inspection fee \$ 50.00
- 3rd Re-inspection fee \$ 75.00

Timed & Same Day Inspections

Depending on availability of inspectors, a timed inspection may be granted by the Building Official. The hourly fee is \$65.00 for all inspections during regular business hours. Any inspections before or after regular business hours will be charged a 2 hour minimum.